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**CERTIFIED FLORIDA APPRAISER
ADMISSIONS AND CERTIFICATIONS COMMITTEE**

MEETING

Florida Department of Revenue - Property Tax Oversight
October 4, 2023 2:00 p.m., EDT*

2450 Shumard Oak Boulevard, Building 2, Room 1220
Tallahassee, Florida 32399 1-888-585-9008
Phone Conference Room ID 472-220-405

1 **COMMITTEE MEMBER APPEARANCES:**

2 Rene Lewis, Chair, Program Director, Property Tax
3 Oversight, Florida Department of Revenue

4 Cregg Dalton, C.F.A.
5 Carey Baker, C.F.A.
6 Mitch Burke, C.F.A.
7 Tracy Drake, C.F.A.
8 Raymond McIntyre, C.F.A.
9 Rebecca Morris-Haid, C.F.A.
10 Tim Parker, C.F.A.
11 Dena Pittman, C.F.A.
12 Scott Russell, C.F.A.

13 **ALSO PRESENT:**

14 Rachel Goldstein, Chief Legal Counsel for the Property
15 Tax Oversight Program
16 Meghan Miller, Revenue Program Administrator
17 Kelly McLean, Intra-Departmental Projects Administrator
18 Jenna Harper, Process Manager

19 **AGENDA**

20 **Welcome:** Chair (5 minutes)
21 **Roll call:** Secretary (3 minutes)
22 **June 7th, 2023 meeting minutes review and approval:**
23 Chair/Committee Members (5 minutes)
24 **Presentation of applicants:** Chair/Committee Members (30
25 minutes) Discussion of applicants' credentials
26 **Public comment on applicants' credentials:** (3 minutes
27 each)
28 **Vote to recommend the applicant list:** Chair/Committee
29 Members (5 minutes)
30 **Adjourn:** Chair (2 minutes)

1 **CERTIFIED FLORIDA**
2 **ADMISSIONS AND CERTIFICATIONS COMMITTEE TRANSCRIPT**
 October 4, 2023, 2:00 p.m.

3 **WELCOME**

4 MS. LEWIS: Good afternoon, everyone.

5 Welcome to the Certified Florida Appraiser Admissions
6 and Certifications Committee. My name is Rene Lewis. I
7 am the Director of the Property Tax Oversight Program
8 and the chair for today's proceeding.

9 The committee as a public board is subject to the
10 government and the Sunshine Laws and therefore the
11 committee's meetings are required to be open to the
12 public and properly noticed. This applies to any
13 gathering of two or more committee members where there
14 is discussion about a matter that could come before the
15 committee for actions.

16 Ms. Rachel Goldstein, Chief Legal Counsel for the
17 Property Tax Oversight Program is also on the phone.
18 Also present are staff from the Property Tax Oversight
19 Program in the Department of Revenue.

20 Will our staff please introduce themselves by
21 stating their names and titles.

22 MS. MILLER: Megan Miller, Revenue Program
23 Administrators.

24 MCLEAN: Kelly McLean, Interdepartmental
25 Projects Administrator.

1 MS. HARPER: Jenna Harper, Compliance
2 Assistance Process Manager.

3 MS. LEWIS: We would appreciate if everyone
4 could please mute their phone when they are not
5 participating so we can reduce the amount of feedback
6 during the meeting. Please be sure to unmute your line
7 when you need to voice a vote.

8 If you are part of the public participating by
9 telephone and want to submit a written comment
10 pertaining to the material being presented today, please
11 send an email to ptotraining@floridarevenue.com. In the
12 subject line of your email, please use October 4
13 Committee Meeting.

14 We are monitoring that email account during the
15 meeting and we will read aloud all comments we receive
16 during the meeting. Before calling roll I'd like to
17 take a moment to welcome our newest committee member,
18 the Honorable Scott Russell. Welcome to the Certified
19 Florida Appraiser Admissions and Certifications
20 Committee. We appreciate your service on the committee
21 during your presidency of the Property Appraisers
22 Association of Florida.

23 Megan Miller, Secretary of the committee, will
24 you please call the roll.

25 MS. MILLER: Rene Lewis.

1 MS. LEWIS: Here.

2 MS. MILLER: Cregg Dalton. Scott Russell.

3 MR. RUSSELL: I'm here here.

4 MS. MILLER: Carey Baker. Mitch Burke.

5 MR. BURKE: Here.

6 MS. MILLER: Tracy Drake.

7 MR. DRAKE: Here.

8 MS. MILLER: Raymond McIntyre. Rebecca
9 Morris-Haid.

10 MS. MORRIS-HAID: Here.

11 MS. MILLER: Time Parker.

12 MR. PARKER: Here.

13 MS. MILLER: Dena Pittman.

14 MS. LEWIS: According to Rule 12d-19.02 par
15 6 Florida Administrative Code, five members of the
16 Admissions and Certifications Committee constitute a
17 quorum.

18 Megan, do we have a quorum?

19 MS. MILLER: Yes.

20 MS. LEWIS: Thank you. For those of you on
21 the phone, if you can, please if your phone isn't muted
22 if you could please mute, we're getting some feedback.
23 Thank you.

24 Our first order of business today is the approval
25 of the June 7th, 2023, Certified Florida Appraiser

1 Admissions and Certifications Committee meeting minutes.
2 Do I have a motion to approve the June 7th, 2023,
3 Committee meeting minutes? Please state your name if
4 you make a motion.

5 Do I have a motion on the minutes?

6 MR. DRAKE: I'll make a motion. This is
7 Tracy Drake.

8 MS. LEWIS: Thank you. We have a motion
9 from Tracy Drake. Do I have a second?

10 MR. RUSSELL: Scott Russell, I second.

11 MS. LEWIS: Okay. I've got a second from
12 Scott Russell. Thank you.

13 All those in favor indicate by saying aye.

14 [Ayes.]

15 MS. LEWIS: All those opposed say nay.
16 Thank you.

17 Our next item of business is the presentation and
18 recommendation of applicants. The program posted the
19 list of applicants along with the completed applications
20 on the department's website, and sent the meeting
21 materials link to each of you.

22 Each application has a checklist at the front to
23 assist you in your review of the applicant. This
24 checklist has the certification criteria required in
25 Rule Chapter 12d-19 Florida Administrative Code.

1 Megan, will you please list the requirements of
2 the Certified Florida Appraiser and Certified Florida
3 Evaluator and the Certified Cadastralist of Florida
4 Designation.

5 MS. MILLER: Qualifications for the
6 Certified Florida Appraiser and Certified Florida
7 Evaluator professional designations include at least two
8 years of experience with the Florida Property Appraisers
9 or Tax Collector's Office or the Florida Department of
10 Revenue.

11 At least 120 hours of approved education and
12 current employment with the Florida County Property
13 Appraisers or Tax Collector's Office or the Florida
14 Department of Revenue. The Certified Florida Appraiser
15 Designation is reserved for the county official.

16 The qualifications for the Certified Cadastralist
17 of Florida include at least two years of experience for
18 the Florida Property Appraiser's Office or the Florida
19 Department of Revenue. At least 150 hours of approved
20 education and current employment with the Florida
21 Property Appraiser's Office or the Florida Department of
22 Revenue.

23 MS. LEWIS: Thank you, Megan. Now, I need
24 for each committee member to individually answer the
25 following question on the record. After I read the

1 question Megan will call the name of each member.

2 Please state your answer of yes or no. The
3 question is are you aware of any facts or situations or
4 reasons which you feel may disqualify or otherwise make
5 it improper for you to hear and deliberate on any of the
6 applicants scheduled to be reviewed today?

7 MS. MILLER: Rene Lewis.

8 MS. LEWIS: No.

9 MS. MILLER: Cregg Dalon. Scott Russell.

10 MR. RUSSELL: No.

11 MS. MILLER: Carey Baker. Mr. Burke.

12 MR. BURKE: No.

13 MS. MILLER: Stacey Drake.

14 MR. DRAKE: No.

15 MS. MILLER: Raymond McIntyre. Rebecca
16 Morris-Haid.

17 MS. MORRIS-HAID: No.

18 MS. MILLER: -- Parker.

19 MR. PARKER: No.

20 MS. MILLER: Dena Pittman.

21 MS. LEWIS: Thank you. Do any committee
22 members have anything they wish to discuss about the
23 applicants credentials?

24 Does the public have any comments on any of the
25 applicants, if you are attending by telephone, please

1 send us an email so we can recognize you. Again, that
2 email address is protraining@floridarevenue.com.

3 Jenna, have we received any email?

4 MS. HARPER: No, we have not.

5 MS. LEWIS: Thank you. And I heard a beep
6 just a moment ago. Did we have Carrie Baker or Raymond
7 or Dina Pittman join us?

8 MR. MCINTYRE: This is Raymond McIntyre.

9 MS. LEWIS: Hi, Raymond. Thank you. So
10 please note for the record that Raymond joined us. And
11 hearing no additional comments or discussion of the
12 credentials the committee will now vote on consideration
13 of the applicants list.

14 Do I have a motion for recommendation of the
15 applicants? Please state your name when making your
16 motion.

17 MR. DRAKE: This is Tracy Drake. I'll make
18 the motion.

19 MS. LEWIS: Thank you. We have a motion
20 from Tracy Drake. Do I have a second?

21 (Simultaneous speakers.)

22 MS. LEWIS: I'll take the last one. I heard
23 Tim Parker. So we have a second from Tim Parker. All
24 those in favor, please indicate by saying aye.

25 [Ayes.]

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MS. LEWIS: All those opposed -- thank you.
All those opposed indicate by saying nay. Let the
record reflect that the committee has recommended all
applicants for certification.

Congratulations to the new Certified Florida
Appraisers Certified Florida Evaluators and Certified
Cadastralist of Florida. The professional designees
will receive documentation of their certification from
the department. Thank you everyone, have a good
afternoon.

(Whereupon, the meeting was adjourned at 2:09 p.m.)

1 CERTIFICATE OF REPORTER

2

3 I, Samantha Adams, court reporter, certify that

4 I was authorized to and did stenographically report the

5 following meeting, and that the transcript is a true and

6 complete record of my stenographic notes.

7

8 I further certify that I am not a relative,

9 employee, attorney, or counsel of any of the parties,

10 nor am I a relative or employee of any of the parties'

11 attorney or counsel connected with the action, nor am I

12 financially interested in the action.

13

14

15 DATED this 4th day of October, 2023

16 *Samantha Adams*

17 _____

18 SAMANTHA ADAMS Court Reporter

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